



ADDENDUM # 02

DATED: 2/21/2025

“RFQ N41388”

“Quindaro Ruins Master Plan”

The Purchasing Division must inform you of the following:

Submission & Proposal Requirements

1. Can you provide more detail on Qualification Point #7 regarding experience with floodplain and stormwater issues? **Minimum 5 years of experience.** Should a civil engineer be directly involved in framework planning, and if so, to what level of detail? Or is the role more advisory to inform strategic recommendations? **Both.**
2. Are there MBE/WBE/DBE requirements for this contract? Local Preference. **No, there are no MBE/WBE/DBE or Local Preference requirements for this contract.**
3. How strict is UG’s policy on "Ownership of Materials"? **Strict.** Is there an opportunity to negotiate joint Intellectual Property rights, particularly if proprietary methods or software are used? **Flexible.**
4. Are there restrictions on acceptable hourly billing rates? **Yes. This shall include details on hourly labor rates, overhead, equipment cost, travel, and any direct cost.**
5. Can we choose the fee proposal method listed in the Submittal Requirements, or is there a preferred format to ensure an "apples-to-apples" comparison? **You may use any of the fee types listed within the Submittal Requirements.**
6. How many letters of reference are required? Would UG prefer actual letters or just key client contact information? **At least 3 municipal reference letters, if applicable, or 3 similar project reference letters.**
7. Can you confirm submission requirements? The "Proposed Project Schedule" section states a deadline of 5:00 PM, while the "Instructions for Submission of Proposal" section lists 2:00 PM. **The correct submission time is 2:00pm on March 12, 2025**
8. Are there any additional delivery requirements (e.g., signatures, sealed envelopes)? **Attachment 2 – Signature Page should be signed and returned with your submission. All packages/envelopes should be sealed.**

Scope & Framework Plan Requirements

9. Are there specific regulatory, preservation, or municipal guidelines the framework plan must follow? **Yes. The project area is relevant to the PlanKCK Comprehensive Plan, goDotte Countywide Mobility Strategy Northeast Area Plan, and Northeast KCK Heritage Trail Plan. In addition to all of the above policy documents, any future redevelopment of the site must comply with the UG Code or Ordinances, relevant design guidelines, and other state and federal requirements. Use a master plan involving UG owned property and tying any existing plans to the vision of one Quindaro Ruins Project.** Should it integrate local, state, or federal compliance requirements? **Yes.**
10. What structural and content requirements should the framework master plan follow? **Follow the instructions from RFQ.** Should it adhere to a standardized format or an existing planning methodology? **Standardized format.**
11. Does this project fall within a specific classification in UG's planning hierarchy? **Yes.** If so, which type of plan is it, and are there specific reporting or content requirements? **Master Area Plan and suggestions from the consultant.**
12. Would a fee proposal outlining both core and value-added services be a viable approach to achieving UG goals while managing costs? **Seeking a flat rate if possible. We are open to suggestions.**
13. Which department(s) within UG will serve as the primary point of contact? **Planning + Urban Design.** Will there be a designated project manager or oversight committee? **Yes.**
14. Are the existing master plans for the Quindaro Ruins that are mentioned in the RFP available to view prior to proposal submission? **A search will need to be conducted. We would like to establish one central plan.**

Economic & Archaeological Assessment

15. What level of detail is expected for the economic analysis within the framework master plan? **Full details if possible.** Should it include projected economic impact, funding strategies, or a cost-benefit analysis for preservation and redevelopment? **Yes.**
16. General team experience in economic development strategies sufficient? **Yes.**
17. What level of archaeological assessment is required? **A comprehensive archeological assessment is necessary to understand the full extent of all potential sites in the Quindaro Townsite project area. Such an assessment should both begin more detailed reviews of prioritized and more immediate sites, but also frame the scope and scale of future archeological work that forms a strategy to accomplish this ongoing work into the future.** Should it follow the standard Phase I, II, and III framework? **Yes.** What methodologies are expected? **Industry standards.**
 - **Phase I:** Surface inspection, shovel test pits (STPs), geophysical surveys (e.g., GPR, magnetometry, LiDAR).
 - **Phase II:** Test excavations, stratigraphic analysis, preliminary artifact cataloging.

- **Phase III:** Large-scale excavation, artifact conservation, development of public interpretation materials.
18. Would UG prefer a non-invasive archaeological approach where possible to minimize site disruption? **Yes, where possible.**
 19. Can the UG provide any additional information regarding the “secondary” intent of the project, which is to “create a complementary framework of future use which privately owned properties can be incorporated into the future use and redevelopment of the Quindaro Ruins”? **Yes.** More specifically, does the UG view this project as an economic development catalyst for surrounding, private development opportunities related to historic preservation, tourism, water/river recreation, or other market sectors? **Yes.**

Project Timeline & Deliverables

20. What is the anticipated timeline from contract award to project completion? **It depends on the depth of the project. Open.**
20. What are the expected deliverables at each phase of the project? **To be determined by the consultant and the UG.**
21. What is the UG’s anticipated sequence of work within the 12-month timeframe for the project? **Based on the proposal submitted.** Can any details be provided? **Open.**
22. Will adoption of the Master Plan by the UG be part of the 12-month timeframe, or will adoption activities commence after the 12-month timeframe? **Possible or more time depending on the proposal submitted.** Is the selected consultant expected to assist the UG with the Plan adoption (i.e. participation in public hearings, informational FAQ’s, community engagement, etc.)? If so, who is the adopting body and what is the anticipated adoption process? **Yes.**

Stakeholder Engagement & Community Involvement

23. What level of public engagement is expected (e.g., number of meetings, types of outreach)? **UG staff, Board of Commissioners, Committees, public meetings, etc.**
24. Will UG facilitate introductions with key stakeholders, or will the firm need to initiate? **Yes.**
25. What is the total budget allocated for this Master Plan? **Based on proposals received.**

Funding & Budget

26. What is the total budget allocated for this Master Plan? **It will be generated by the proposals we receive.**
27. Are there specific funding sources or grant requirements we should be aware of? **No.**
28. Will the selected firm be responsible for identifying additional funding opportunities? **No. We are open to suggestions.**
29. Does the UG have implementation funding identified (either from budgeted funds, grant opportunities, other funding sources, etc.)? **Yes.**

Please sign and date this amendment and return it, along with your Bid.

NAME/BUSINESS: _____

ADDRESS: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PHONE: (_____) _____ EMAIL.: _____

ATTENTION OF: _____

TITLE: _____

SIGNED: _____

DATE: _____

All questions should be directed to the Purchasing Department at (913)573-5440.